

ANNUAL PUBLIC FILE EEO REPORT

KTMD - 47

1. Full-time vacancies summary for current reporting period:

1 (one) INTERNAL POSITION WAS AVAILABLE DURING THIS TIME:

Business Development Manager for KTMD and KVDA Sales

NO OTHER FULL TIME POSITIONS WERE AVAILABLE DURING THIS TIME.

2. A total of 20 interviewees were interviewed for the 10 internship job vacancies during the period of April 1, 2008 to March 31, 2009.
3. Referral Summary Matrix for Internships:

| Name of Recruitment Source | Total Number Of Interviewees Referred |
|----------------------------|---------------------------------------|
| University of Houston | 14 |
| University of Saint Thomas | 2 |
| Rice University | 1 |
| Texas Southern University | 3 |
| Total: | 20 |

4. Broad Outreach Summary:

1. In addition to the local outreach advertisement provided with the above noted jobs (communications directly to Universities), all postings placed on the NBCU website are automatically routed to National Job Bank.
2. No need to post public notice looking for recruiting sources in the community of Houston Chronicle News.
3. Javier Ortiz, HR Director, participated on different GE Hispanic Forum Leadership Activities within the topics of Career, Growth, Leadership, and Training. These included:
 - GE's Annual Hispanic Forum Events – Atlanta GA, October 2008

- Contemporary Leaders Presentation – Houston Texas – October 30th, 2008
 - Training and Growth Leadership Luncheon – Houston Texas – October 31st 2008
 - Leadership and Diversity Training – Houston Texas – November 6, 2009
4. Mitzi Fleissner (Research Manager for KTMD and KVDA) and Corina Hernandez (Account Executive) participated in the GE Women's Network Event Dealing with Change in the workplace. (Lunch and Meeting).
 5. Javier Ortiz, HR Director, Richard Fernandez (Account Executive) and Maysoun Alshouf (IT Manager) participated in the 2009 GE Affinity Groups Event regarding Business Development and Leaders of Tomorrow.
 6. In conjunction with LifeCare, Javier Ortiz (Human Resources Director) conducted a number of Lunch and Learn Seminars for all staff members. These included:
 - Business Etiquette – August 1st, 2008
 - Managing Work and Life – October 24, 2008
 7. Educational Institutions considered for Internship opportunities at KTMD:
 - i. Alvin Community College
 - ii. Houston Community College
 - iii. Rice University
 - iv. Texas Southern University
 - v. University of Houston
 - vi. University of St. Thomas

**JOB VACANCY
RECRUITMENT SOURCE DATA FORM
(To Be Attached to Annual Public File EEO Report)**

Station: KTMD & KVDA

Job Title: Business Development Manager

Recruitment Source
That Referred

Ultimate Hiree (if Any): Internal Hire

Total Number of

Interviewees: 4

| | | |
|--|--|--|
| GE Company www.gecareers.com | KTMD/ KVDA Internships | |
| NBC Career Opportunities www.nbcjobs.com | | |
| Internal Referrals | | |
| Internal Applicants | Yoh Managed Staffing (305) 889-7034 | |
| | | |
| | | |

Internal Applicants that were considered:

1. Veronica Ynclan – Account Executive KVDA
2. Joseph Rojas – Account Executive KVDA
3. David Gandler – Account Executive - KVDA
4. Renee Remillard – Account Executive – KTMD

**JOB VACANCY
RECRUITMENT SOURCE DATA FORM
(To Be Attached to Annual Public File EEO Report)**

Station: KTMD - 47

Job Title: Internship Opportunities

Recruitment Source
That Referred

Ultimate Hiree (if Any): 10 Total Hired

Total Number of
Interviewees: 20

| | | |
|-----------------------|----------------------------|---------------------------|
| | KTMD Internships | |
| University of Houston | University of Saint Thomas | Rice University |
| Internal Referrals | | Texas Southern University |
| | | |
| | | |

Internship Applicants:

Viviana Barreiro

Paola Maldonado

Krisi Danette Shaver

Carlos Acosta

Ginne A Carrillo

Geraldine Rivers

Carolina Rojas

Ana Gibson

Blanca Treviño

Diana Briceño

Felipe D Ramirez

Maria E. Salas

Elizabeth Bridges

Janet Ibarra

Mary Varughere

Yennise Mergina Febus

Gloria G Medina

Claudia Bustamante

RESUMES RECEIVED

AT KTMD DURING TIME PERIOD (To Be Attached to Annual Public File EEO Report)

| | |
|--------------------------------------|---------------------------------------|
| Marcos Morones – Production | Eli Skillen – IT/ Engineering |
| Mike Peña – Production | Stephanie L. Cook – Video Production |
| Jorge Gonzalez – Finance | LaTasha Cauley – Public Relations |
| Celinna Ann Talamas – Communications | Bhanutej D. Raghavendra – Engineering |
| Areli Sosa – Customer Service | Jose J. Miguel – Operations |
| Marie Maron Otto – Office Mgmt | Ingrid Cantu – Talent |
| Michael Scott – Finance | Nikeea Dickerson – Production News |
| Madeleiny Salazar – Communications | Thomas Powlison - Communications |

Ortiz, Javier (NBC Universal)

From: Jones, Adriana (GE Infra, Oil & Gas)
Sent: Monday, October 27, 2008 5:58 PM
To: Moreno, Juan C (GE Infra, Energy)
Cc: Rivera, Juliette (GE Infra, Energy); Ortiz, Javier (NBC Universal); Sobarzo, Arturo (NBC Universal, TLMD KTMD); Castillo, Gabriela (GE Infra, Oil & Gas)
Subject: Recap hf meeting

Attachments: 10-30-08 -Contemporary Leader -Exec Speaker Series.ppt; SCRIPT_Oct_30 Leadership Event_DR1 (3).xls; Questions for Contemporary Leadership Panel_1.doc; Developing Contemporary Leaders -Panel Questions.doc

art/javier- please see script changes attached, thanks for adding that TM touch, we are looking forward to the video and your behind and in front of the scenes talents... gracias!

gabriella (mktg O&G) - welcome to the team and thanks in advance for taking lead to help us update financial slides 8 - 11 (please return these by COB tomorrow if possible so we can give the leader advance notice)



10-30-08
Contemporary Leader

Juan,

Status on Sam Aquillano- Paula bench mentioned the below, and will firm up sam as confirmed or not tomorrow AM - I will keep everyone posted.

Summarizing our earlier discussion... if you could recycle with Mat/Ana/Juan:

- Firm up the bios (sent to you earlier)
- Prepared Questions (remind them to add as they see fit - suggest you pull a combined list for ease of read)
- Remind them of arrival time 6:00 pm time/location/address
- Share Script
- And, Share format in body of email at a glance (see sample I will send to HR community):



SCRIPT_Oct_30
Leadership Event...

summit questions



Questions for
Contemporary Lea...

soft questions



Developing
Contemporary Leader

Thanks for agreeing to be part of our esteemed panel our signature Houston HF development/networking event at the Intercontinental Hotel - targeting 100 Houston Hispanic Forum members, 20 Affinity Network guests + 30 NSHMB/CHLF members. The Series is the Contemporary leader at GE ~ focusing on the Growth trait "Inclusiveness" The format as follows:

- 6:30 Welcome & ice breaker
- 6:40 Agenda & Bios
- 6:45 Keynote - 15 mins (Tentatively Sam Aquillano)
- 7:00 Panel Q&A - 45 mins (Sam + Mat Castaneda + Ana Amicarella + Juan Cuesta)
- 7:45 Open floor Questions - 20 mins
- 8:25 Wrap up ~
- (moderated by Javier Ortiz, HRM, Telemundo)

Paula R Bench/...

Adriana, I talked to him and he needs to look at some things on his calendar before he can commit. I will make sure that he responds to you tomorrow. sorry I couldn't nail down an answer for you.

Best Regards,

Adriana Jones
GE Oil & Gas, PII Pipeline Solutions
Human Resources Manager

T 713 328 0495
F 713 328 0471
F 713 328 0475 (confidential)
C 832 381 0808
D *302 0495
E adriana.jones@ge.com

1333 West Loop South, Suite 794
Houston, TX 77027

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Ortiz, Javier (NBC Universal)

From: Energy HF Houston Hub Communications (GE Infra, Energy)
Sent: Wednesday, October 29, 2008 3:27 PM
To: @ENERGY Hispanic Forum Houston
Subject: HF Annual Membership Meeting and Executive Leadership Roundtable

Attachments: Picture (Metafile)

Reminder! Our event is this Thursday October 30, 2008!

Event Agenda:

5:30 - HF General Meeting
6:00 - Networking Reception - Cocktails and O'Dorvs
6:50 - Welcome
7:00 - Agenda & Bios
7:05 - Introduction Speaker
7:20 - Panel Q&A
8:05 - Open floor Audience Q&A
Closing Remarks ~ by 8:25 pm
(Moderated by Javier Ortiz, HRM, Telemundo)



Hispanic Forum

*Join us for the annual
Hispanic Heritage Month celebration...
presenting*

General Membership Meeting and

Executive Leadership Roundtable

When: Thursday, October 30, 2008

Where: Intercontinental Hotel

2222 West Loop South, Houston, Tx. 77027

*Time: 5:30pm General Membership Meeting
followed by Executive Leadership Roundtable
"Developing Contemporary Leaders"*

Guest Speakers:

Ana Amicarella – General Manager North America Services Oil and Gas

Mat Castaneda - General Manager Sales Oil and Gas

Juan Cuesta - Executive - Regional Sales Oil and Gas

Don't miss out on this exciting event!

Appetizers and refreshments will be provided.

Attire: Business Casual

For more details contact Juan Moreno 281 864-2736 or Jorge Frausto 713 803-0301

Ortiz, Javier (NBC Universal)

From: Jones, Adriana (GE Infra, Oil & Gas)
Sent: Friday, October 31, 2008 5:20 PM
To: Amicarella, Ana B (GE Infra, Oil & Gas); Castaneda, Mat (GE Infra, Oil & Gas); Cuesta, Juan C (GE Infra, Energy)
Cc: Rivera, Juliette (GE Infra, Energy); Moreno, Juan C (GE Infra, Energy); Ortiz, Javier (NBC Universal); Sobarzo, Arturo (NBC Universal, TLMD KTMD); Cuellar, Jaime (GE Infra, VG Oil & Gas)
Subject: Thanks!

GE O&G LEADERSHIP TEAM/HF SPONSORS

Thank you for your full participation in our GE Houston Hispanic Forum/NSHMBA development event, "Developing Contemporary Leaders in GE." The event was a hit with the audience and drew close to 100 people representing top global fortune 500 businesses. Not only was the event enjoyable and informative, but also creative in the spirit of Telemundo **Bravo** - Javier & Art.

ACTION -In an effort to improve, we would like you to advise on things that worked well and what you would recommend we try different for next year by responding to this email- please share! Y gracias

GE Hispanic Forum Leadership Team

Ortiz, Javier (NBC Universal)

From: Moreno, Juan C (GE Infra, Energy)
Sent: Friday, October 31, 2008 1:34 PM
To: Arguezo, Norma (GE Infra, Energy); Awasthi, Akshay (GE Infra, Energy); Bandhu, Sameer (GE Infra, Energy); Bustamante, German A (GE Infra, Energy); Capella, Miguel (GE Infra, Energy); Chen, Alison (GE Infra, Energy); Corral, Daniel (GE Infra, Energy); Estrada, Sandra (GE Infra, Energy); Joubert, Shantrell (GE Indust, ConsInd); Khan, Sabahat (GE Infra, Energy); Mistry, Dhaval (GE Infra, Energy); Ortiz, Javier (NBC Universal); Patrosso, Cynthia J (GE Infra, Energy); Rosenbach, Emily (GE Infra, Oil & Gas); Sullivan, Lorena (GE Infra, Energy); Tolliver, Ernest (GE EntSol, SensInsp); Turner, Emily (GE Infra, Oil & Gas); Yan, Shihong (GE Infra, Energy)
Cc: Alshrouf, Maysoun (NBC Universal, TLMD KTMD)
Subject: Mat Castaneda Luncheon
Attachments: GE Viewpoints

Hello All,

Thank you for making the time to attend the Mat Castaneda luncheon. The Hispanic Forum greatly appreciates your support!

Per Mat, here is the e-mail from his presentation.

Please contact me if you have any questions.

Best Regards,

Juan Moreno
GE Energy
Project Management Leadership Program (PMLP)

Tel.: 281-864-2736
Dialcom 8*326-2736
E-mail: juan2.moreno@ge.com
www.ge.com

16415 Jacintoport Blvd.
Building A-2306A
Houston, Texas, 77015, USA
General Electric Company

Ortiz, Javier (NBC Universal)

From: Energy HF Houston Hub Communications (GE Infra, Energy)
Sent: Tuesday, October 14, 2008 3:37 PM
To: @ENERGY Hispanic Forum Houston
Cc: Northern, Paula (GE Infra, Energy)
Subject: Save the Date for Professional Development - Personal Branding featuring Lani Hall, Diversity Leader @ GE Energy
Attachments: LatPro - Corporate Profiles in Diversity - Lani Hall - Article.pdf



African American Forum



Hispanic Forum

GE's African American Forum - Southern Region is sponsoring an event on November 6

Personal Branding

Featuring LANI HALL

GE Energy Diversity Leader

Lani was recently profiled at LATPRO, one of the leading job boards for Hispanics and bilingual professionals, and is heavily involved with all affinity efforts. See article attached. Although her formal scope of work is with Energy, she helps all Infrastructure businesses ... always with a smile!

The location for the event is still to be determined. The event will be held during lunch time. There are 5 seats available for members of the Hispanic Forum. Please check your calendar before requesting a seat. The first 5 responders will be able to attend. Please use voting buttons above.
Gracias!

-Adriana & Juliette

Ortiz, Javier (NBC Universal)

From: Energy HF Houston Hub Communications (GE Infra, Energy)
Sent: Thursday, November 13, 2008 5:03 PM
To: @ENERGY Hispanic Forum Houston
Subject: FW: Women's Network - Special Invitation - Dealing with Change

Importance: High

Attachments: Microsoft Photo Editor 3.0 Picture



Hispanic Forum

Houston HF Members:

We have openings for 14 members of our HF Hub to attend this Women's Network event. Please note that there are two different available dates. Please respond to Carlos Delgado, carlose.delgado@ge.com, by tomorrow, Nov 14, if you'd like to attend and specify to which of the two events. First come, first serve. Meeting invites will follow to the first 14 members to respond.

Thank you.

From: Webb, Beverly (GE Infra, Energy)
Sent: Friday, November 07, 2008 3:16 PM
To: @ENERGY GEWN Houston Hub
Subject: Women's Network - Special Invitation - Dealing with Change

You are invited to attend a GE Women's Network special event on ***Dealing with Change***. Meeting will include a Lifecare presentation, GE executive panel discussion and luncheon.

What: Dealing with Change

When: December 8 - Jacintoport

December 15 - North Houston Rosslyn

Time: 11:30 a.m. - 1:00 p.m. Lunch will be provided.

Panel members will include Darryl Wilson at Jacintoport meeting and Dave Tucker at North Houston Rosslyn meeting.

Please use voting buttons above to advise if you would like to attend and at which location. Meeting invites will be sent after receiving responses.

Questions? Please contact Ruth Baten or Bev Webb

Beverly J. Webb

GE Aero Energy
Master Black Belt
Manager, Engineering Operations & Quality

T: 281 864 2194

Ortiz, Javier (NBC Universal)

From: Rivera, Juliette (GE Infra, Energy)
Sent: Friday, January 23, 2009 4:39 PM
To: @ENERGY Hispanic Forum Houston
Subject: 2009 Affinity Groups Kick-Off Event - February 11, 2009
Importance: High



AAF in conjunction with APAF, Hispanic Forum,
Women's Network, GELOT & Houston Diversity Council
will host the

2009 GE Affinity Groups Kick-Off Event

on

Wednesday, February 11th, 2009 from 3:00 pm - 5:00 pm

at

Intercontinental Hotel Galleria
2222 West Loop South
Houston, TX 77027

Brief Business Overview by

Executive Speakers: Darryl Wilson, Dave Tucker and Monte Atwell

Meet the 2009 GE Affinity Leadership teams
Network with colleagues from other businesses
Food & Beverage will be served
Self Parking will be validated

Sponsored by Aero Energy, Gasification (IGCC) & Oil & Gas Vetco Gray

Please help us plan accordingly, vote "yes" above if you plan to attend.

Ortiz, Javier (NBC Universal)

From: Ortiz, Javier (NBC Universal)
Sent: Wednesday, February 06, 2008 4:18 PM
To: Janet Beers
Cc: Kristen J. Guerrero
Subject: RE: LifeCare's 2008 Seminar Catalog

OK... Thanks

Here are my sessions for **KTMD Houston** with Tentative Dates:

Basics of Investment - May 2 - 08
Business Etiquette - August 1st - 2008
Managing Work and Life - October 24 - 2008

Also, previously scheduled we have Home Health Care: Legal / Financial Issue involved with caring for older loved one. - 3/14/08

Thanks

Javier I. Ortiz

Human Resources
NBCUniversal / Telemundo
Houston and San Antonio, TX
ph: 713.243.7849
fax: 713.243.7851

From: Janet Beers [mailto:JBeers@lifecare.com]
Sent: Wednesday, February 06, 2008 3:58 PM
To: Ortiz, Javier (NBC Universal)
Cc: Kristen J. Guerrero
Subject: RE: LifeCare's 2008 Seminar Catalog

Thanks Javier,

We'll start scheduling these seminars for you.

Janet and Kristen

From: Ortiz, Javier (NBC Universal) [mailto:Javier.I.Ortiz@nbcuni.com]
Sent: Wednesday, February 06, 2008 4:43 PM
To: Janet Beers
Subject: RE: LifeCare's 2008 Seminar Catalog

Hi Janet,

4/14/2009

Here are our "tentative" dates for KVDA San Antonio for 2008. Please let me know if these dates are good. Thanks

Health & Wellness- Emotional Intelligence - March 7 - 2008

Finance - Basics of Investment - May 9th - 2008

**Professional Development- Building Better Relationships through Effective Communication.
August 8th - 2008**

Health & Wellness- Nutrition 101 - November 7th - 2008

Thanks

Javier I. Ortiz

Human Resources
NBCUniversal / Telemundo
Houston and San Antonio, TX
ph: 713.243.7849
fax: 713.243.7851

From: Janet Beers [mailto:JBeers@lifecare.com]

Sent: Tuesday, January 08, 2008 11:30 AM

To: Gonzalez-Carmona, Gabriela (NBC Universal, KSTS); Morton, Galia Simons(GE Infra, Water); Ortiz, Javier (NBC Universal); Chu, Maggie L (GE Infra, Energy); Mittal, Divya (GE Infra, Oil & Gas); Cornell, Melissa (GE, Research); Yates-Garmatz, Amy (NBC Universal); Doran, Beverly (GE, Corporate); Perez, Libardo A (GE Infra, Water); Araya, Lisa (GE Infra, Aviation, US); Spencer-Butler, Maureen (GE, Corporate); Handler, Michelle, HR (GE Infra, Aviation, US); Williamson, Sarah J (GE Money); Langer, Linda (NBC Universal); Davenport, Kelli (GE Money); john-paul.martinez@nbcuni.com; Sanchez, Elizabeth A (GE Money)

Cc: Kristen J. Guerrero

Subject: LifeCare's 2008 Seminar Catalog

Hello all,

Happy New Year! I wanted to send you the 2008 Seminar Guide for you to review along with the request form. We have added some new topics for 08 and are excited to introduce them. My colleague, Kristen Guerrero, and I are ready to assist you with planning and scheduling your educational events in the upcoming year or to answer questions on topics and formats available. We look forward to working with you. Let us know how we can help!

Don't forget to prepare ahead for Take Your Kids to Work day- April 24th, 2008 (last page of the attached catalog)

You can send your requests to gerequest@lifecare.com or directly to Kristen: Kguerrera@lifecare.com or jbeers@lifecare.com.

Thank you,
Janet

Janet Beers

Manager, Client Education Services
LifeCare Inc.
2 Armstrong Road
Shelton, CT 06484
Ph: (203) 291-3515 Fax: (203) 291-4193
E-mail: jbeers@lifecare.com

4/14/2009



Internship Opportunities with Telemundo 47 Houston

Telemundo's Creative Services Department in Houston has opportunities for college / university students to join its team.

As an Intern with our Creative Services Team you will have an opportunity to learn different aspects of KTMD's local broadcast including Commercial Production, Promotions, Sales Initiatives, Station Events and Operations.

Intern Students could be responsible for the following:

- **Responsible for promotional inventory control.**
- **Serve as a back-up photographer/editor for News/ Promotional and Commercial campaigns.**
- **Attend and participate in local ENG shoots and provide assistance to video journalist / Commercial Production.**
- **Monitor national and international periodicals for potential story opportunities.**
- **Monitor local trends for commercial / promotional opportunities.**
- **Produce daily topicals and teases for the 5pm and 10pm Newscast.**
- **Participate with department staff brainstorming sessions and story selections.**
- **Assist in planning and participate in station events.**

Requirements include attending a credited College or University. Students seeking credits towards a degree in television production / promotion and / or marketing communications should apply. Applicants should be creative, detail oriented, flexible and able to work under tight deadlines. Candidate must have excellent communication skills, experience working in teams, and ability to work in a fast-paced environment. Attention to detail and flexible with work schedule is critical. Those students interested should contact Telemundo 47 Houston at the information provided below.

**Art Sobarzo - Director of Creative Services -or-
Javier Ortiz - Director of Human Resources**

**Main Number - 713-243-4848
Fax Number - 713-243-7851**

**1235 North Loop West, Suite 125
Houston, Texas, 77008**